



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

COMMITTEE OF THE WHOLE

Date: Wednesday, January 20, 2021
Time: 10:00 a.m.
Location: Council Chambers, Memorial Hall, 290 Esplanade Avenue,
Harrison Hot Springs, British Columbia

**Due to the COVID-19 pandemic and the Provincial Health Order of December 4, 2020, members of the public are prohibited from in-person attendance at Council Meetings.
Visit our website for instructions on how to connect to the digital Council Meetings.**

1. CALL TO ORDER	
Meeting called to order by Mayor Facio Acknowledgement of Sts'ailes Traditional Territory	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ITEMS FOR DISCUSSION	
(a) 2021-2025 Financial Plan – Financial Officer	Item 4 (a) Page 1
(b) Report of Community Services Manager – January 11, 2021 Re: Pay Parking Proposals	Item 4 (b) Page 11
Recommendations:	
1. THAT the pay parking season begin on May 15 th until September 15 th annually.	
2. THAT an escalating rate of \$2 for the first hour, \$3 for the second hour, \$4 for the third hour and \$5 for the fourth hour to a maximum of four hours be set for Hot Springs Road and Esplanade Avenue west including St. Alice Street.	
3. THAT the successful proponent, Precise ParkLink be awarded the contract to provide pay parking services as submitted in their proposal dated January 6, 2021.	
5. ADJOURNMENT	



HARRISON HOT SPRINGS

Naturally Refreshed

DRAFT FINANCIAL PLAN (2021-2025)

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 UNAUDITED	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET
DRAFT									
GENERAL FUND									
REVENUE									
PROPERTY TAXES									
GENERAL MUNICIPAL TAXES	2,055,178	2,178,194	2,322,742	2,322,900	2,425,128	2,484,634	2,505,482	2,545,173	2,594,700
COLLECTIONS FOR OTHER GOVERNMENTS & AGENCIES	1,745,566	1,865,480	1,739,940	1,903,160	2,053,715	2,143,210	2,223,856	2,307,654	2,353,807
PENALTIES & INTEREST - TAXES	63,558	61,282	36,734	4,000	-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	36,121	36,952	37,901	37,901	38,524	38,878	38,935	39,505	40,296
PAYMENTS IN LIEU OF TAXES	4,512	4,308	5,889	4,050	5,500	5,500	5,500	5,500	5,610
Total taxes collected	3,904,935	4,146,216	4,143,207	4,272,011	4,522,867	4,672,222	4,773,773	4,897,833	4,994,413
REMITTANCES TO OTHER GOVERNMENTS & AGENCIES	(1,745,566)	(1,865,480)	(1,739,940)	(1,903,160)	(2,053,715)	(2,143,210)	(2,223,859)	(2,307,654)	(2,353,807)
Net Taxes for Municipal Purposes	2,159,369	2,280,736	2,403,267	2,368,851	2,469,152	2,529,012	2,549,914	2,590,179	2,640,606
REVENUE FROM OWN SOURCES									
DCC REVENUE RECOGNISED									
RESORT MUNICIPALITY INITIATIVE	76,173	91,345	99,275	100,000	100,000	100,000	100,000	100,000	102,000
CURBSIDE COLLECTION	119,169	122,868	126,309	130,000	125,000	125,000	125,000	125,000	127,500
LICENSES & PERMITS	38,460	38,865	33,945	30,200	33,200	33,384	33,572	33,763	34,398
FINES	4,312	6,109	3,542	2,700	4,250	4,250	4,250	4,250	4,335
RENTAL & LEASE INCOME	42,300	40,681	40,206	42,000	29,000	38,500	38,500	38,500	39,270
PAY PARKING	185,378	238,425	279,227	220,000	220,000	220,000	220,000	224,400	228,888
INTEREST EARNED	84,146	114,587	80,362	45,900	45,900	45,900	45,900	45,900	46,818
GAIN(LOSS) ON DISPOSAL OF ASSETS	(43,408)	6,764	(1,248)	-	-	-	-	-	-
OTHER INVESTMENT INCOME	1,054	1,065	10	1,100	1,100	1,100	1,100	1,100	1,122
OTHER REVENUE FROM OWN SOURCES	216,630	48,230	66,334	43,500	26,000	26,212	26,326	26,443	26,972
Total Revenue from Own Sources	724,215	708,938	727,962	615,400	584,450	594,346	594,648	599,356	611,303
GRANTS AND DONATIONS									
UNCONDITIONAL GRANTS	317,314	323,888	325,689	317,500	325,000	325,000	325,000	325,000	331,500
CONDITIONAL GRANTS/DONATIONS	140,526	351,477	290,232	125,150	479,500	198,000	125,000	125,000	127,500
Total Grants and Donations	457,840	675,365	615,921	442,650	804,500	523,000	450,000	450,000	459,000
TRANSFERS FROM RESERVES & SURPLUS									
TRANSFERS FROM RESERVES	-	81,005	8,155	178,000	155,000	-	-	-	-
TRANSFER FROM SURPLUS	45,790	29,000	-	60,000	55,800	-	-	-	-
Total transfers from Reserves & Surplus	45,790	110,005	8,155	238,000	210,800	-	-	-	-
TRANSFER FROM EQUITY IN TCA - GENERAL	671,740	655,009	700,555	700,000	700,000	700,000	714,000	728,280	742,846
TOTAL REVENUE	4,058,953	4,430,054	4,455,860	4,364,901	4,760,902	4,346,358	4,308,565	4,367,814	4,453,755

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 UNAUDITED	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET
EXPENDITURES									
COUNCIL									
MAYOR FACIO	37,568	38,282	32,697	39,500	39,500	39,500	40,100	40,700	41,514
COUNCILLOR REYERSE/HOOPER	18,753	21,130	16,154	20,850	20,850	20,850	21,150	21,450	21,879
COUNCILLOR BUCKLEY/VIDAL	17,521	20,983	16,794	20,850	20,850	20,850	21,150	21,450	21,879
COUNCILLOR HANSEN/PALMER	15,863	15,604	15,604	20,850	20,850	20,850	21,150	21,450	21,879
COUNCILLOR PIPER	19,435	20,443	15,954	20,850	20,850	20,850	21,150	21,450	21,879
OTHER LEGISLATIVE EXPENSES	4,591	9,143	2,154	8,450	8,450	8,460	8,450	8,450	8,619
Total Legislative Services	113,230	125,585	99,355	131,350	131,350	131,360	133,150	134,950	137,649
ADMINISTRATION									
EXPENSES - STAFF	187,973	199,545	149,958	205,300	220,350	222,089	226,162	230,310	234,916
MANAGEMENT EXPENSES	365,328	363,086	349,691	421,900	443,573	451,653	459,875	468,277	477,642
TRANSPORTATION & COMMUNICATION	18,968	20,181	13,402	16,200	13,500	13,500	13,500	13,500	13,770
INFORMATION SERVICES	20,842	22,833	19,662	59,450	54,950	30,950	30,950	30,950	31,569
PROFESSIONAL & SPECIAL SERVICES	74,734	58,974	47,204	66,150	120,760	130,610	64,610	65,896	67,214
LIBRARY BOARD	65,536	67,707	69,448	69,500	70,688	71,962	73,401	74,869	76,367
MISCELLANEOUS SERVICES	13,362	13,773	19,709	21,200	22,200	22,200	22,200	22,200	22,644
GENERAL GOODS & SUPPLIES	37,964	39,528	47,633	52,600	54,500	56,600	60,700	60,800	62,016
BANK CHARGES & INTEREST	3,450	4,559	4,220	3,800	4,150	4,150	4,150	4,150	4,233
MUNICIPAL OFFICE	29,001	27,023	24,774	35,797	40,049	35,372	35,701	36,201	36,925
AMORTIZATION	211,905	201,123	206,060	220,000	220,000	220,000	224,400	228,888	233,466
Total Administration	1,029,063	1,018,330	951,761	1,171,897	1,264,720	1,259,086	1,215,650	1,236,041	1,260,762
PROTECTIVE SERVICES									
BYLAW ENFORCEMENT	40,649	43,501	45,529	52,700	86,700	76,704	53,708	53,712	54,786
ANIMAL WASTE STATIONS	3,317	2,932	3,487	4,260	3,630	4,320	4,406	4,495	4,584
EMERGENCY MEASURES	12,242	12,961	25,196	15,500	15,500	15,500	15,500	15,500	15,810
FIRE DEPARTMENT									
FIRE DEPARTMENT ADMINISTRATION	9,822	11,430	16,423	25,400	25,400	25,856	26,373	26,901	27,439
FIREHALL	25,347	20,156	18,011	23,250	30,250	23,546	24,017	24,497	24,987
FIRE REMUNERATION & BENEFITS	86,438	102,231	90,050	111,236	111,236	111,277	111,370	112,967	115,226
FIRE DEPARTMENT VEHICLES	12,142	17,147	9,281	13,111	13,111	13,189	13,401	13,669	13,942
FIRE DEPARTMENT EQUIPMENT	14,849	14,962	17,740	18,600	42,200	18,972	19,351	19,738	20,133
FIRE DEPARTMENT AMORTIZATION	4,325	3,911	6,383	5,000	5,000	5,000	5,100	5,202	5,306
Total Fire Department	152,922	169,838	157,889	196,597	227,197	197,840	199,612	202,974	207,034
Total Protective Services	209,131	229,231	232,101	269,057	333,027	294,364	273,226	276,681	282,215

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 UNAUDITED	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET
DEVELOPMENT PLANNING									
DEVELOPMENT PLANNING	167,128	329,723	78,192	313,700	307,300	122,700	122,700	122,700	125,154
BUILDING	-	-	-	-	-	-	-	-	-
Total Development Planning	167,128	329,723	78,192	313,700	307,300	122,700	122,700	122,700	125,154
TOURISM & COMMUNITY IMPROVEMENT									
TOURIST INFORMATION CENTRE	33,887	23,284	23,808	24,320	24,465	24,500	24,540	24,581	25,072
COMMUNITY DEVELOPMENT & EVENTS	160,099	236,824	248,869	255,877	265,018	269,409	273,595	277,992	283,551
SUSTAINABILITY	-	-	-	-	-	-	-	-	-
Total Tourism & Community Improvement	193,985	260,108	272,678	280,197	289,483	293,909	298,135	302,573	308,624
ENGINEERING & TRANSPORTATION SERVICES									
PUBLIC WORKS - COMMON SERVICES	206,825	170,261	131,439	167,633	210,836	160,962	163,833	167,339	170,686
PUBLIC WORKS OFFICE	11,598	20,861	10,427	15,600	20,400	15,718	15,898	16,146	16,469
PUBLIC WORKS SHOP	7,432	6,755	3,182	4,920	8,300	5,334	5,369	5,454	5,563
PUBLIC WORKS YARD	4,672	1,441	104	2,000	2,000	2,040	2,081	2,122	2,165
PUBLIC WORKS EQUIPMENT	10,419	8,188	6,946	9,200	9,200	9,200	9,360	9,523	9,714
TRAINING	15,415	5,601	4,902	21,500	16,100	27,825	28,381	28,949	29,528
FLEET	54,988	45,897	47,072	45,034	47,534	47,682	47,837	48,071	49,033
ROADS & STREETS									
ROAD RESURFACING	2,964	6,314	13,366	22,639	11,221	11,305	6,432	6,560	6,691
ROAD MARKING/SIGNAGE	31,120	18,012	16,523	39,870	25,200	25,610	25,962	26,321	26,808
BRIDGES	4,168	2,807	2,891	5,000	4,000	4,000	4,000	4,000	4,080
DRAINAGE & DITCHING	24,074	21,189	7,306	21,150	17,000	21,870	22,307	22,754	23,209
STREET LIGHTING	36,352	32,312	29,421	38,250	41,250	38,295	36,341	36,388	37,115
STREET CLEANING	4,996	3,767	4,698	5,000	5,000	5,100	5,202	5,306	5,412
SNOW REMOVAL	10,693	17,517	15,748	19,923	19,281	19,647	20,020	20,400	20,808
VILLAGE ENTRANCE	4,123	3,505	4,427	4,900	4,954	5,019	5,102	5,204	5,308
SIDEWALKS	15,871	6,237	7,094	20,150	20,460	20,750	21,165	21,588	22,020
PARKING METERS	36,556	34,994	37,418	39,000	39,000	39,020	39,040	39,821	40,618
TRANSIT	-	11,453	-	500	500	510	520	531	541
AMORTIZATION - PUBLIC WORKS	15,976	20,179	20,040	20,000	20,000	20,000	20,400	20,808	21,224
AMORTIZATION - TRANSPORTATION	324,402	290,426	298,395	336,000	336,000	336,000	342,720	349,574	356,566
Total Engineering & Transportation Services	822,644	727,715	661,400	838,269	858,236	815,887	821,970	836,861	853,558
FLOOD PROTECTION									
FLOOD PROTECTION	11,990	17,448	11,395	14,240	14,580	14,625	14,732	14,960	15,259
AMORTIZATION - STORM SEWERS	20,765	22,794	24,126	22,000	22,000	22,000	22,440	22,889	23,347
Total Flood Protection	32,755	40,242	35,521	36,240	36,580	36,625	37,172	37,849	38,606

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018	2019	2020	2020	2021	2022	2023	2024	2025
	ACTUAL	ACTUAL	UNAUDITED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
WASTE MANAGEMENT									
WASTE MANAGEMENT - MUNICIPAL OPERATIONS	48,120	42,888	51,423	51,446	52,448	53,505	54,575	55,667	56,780
LANDFILL	5,908	6,309	9,618	6,500	14,500	-	-	-	-
WASTE MANAGEMENT - CONTRACTED SERVICES	125,901	135,560	126,024	144,000	146,000	139,000	139,000	139,000	141,780
Total Waste Management	179,929	184,757	187,066	201,946	212,948	192,505	193,575	194,667	198,560
PARKS, RECREATION & CULTURAL SERVICES									
BEACH	106,732	101,601	115,904	110,000	119,000	114,070	116,351	118,678	121,052
LAGOON BREAKWATER	1,676	1,878	3,414	4,000	12,300	12,300	12,340	12,381	12,628
BEACH WASHROOMS	49,405	52,390	49,771	60,850	70,400	62,386	63,404	64,672	65,965
BOAT LAUNCH & WASHROOMS	20,236	22,934	16,497	15,512	21,825	17,750	17,930	18,234	18,598
HARRISON LAKE PLAZA	23,031	23,263	18,460	28,700	28,950	29,350	29,770	30,265	30,871
FEDERAL WHARF	534	1,080	585	1,075	1,100	1,110	1,120	1,131	1,153
FLOAT PLANE DOCK	4,438	2,886	412	1,400	1,450	1,470	1,490	1,511	1,541
MEMORIAL HALL	38,884	65,191	25,100	39,440	38,425	38,868	39,351	40,046	40,847
MEMORIAL BENCHES			22,940	15,200	8,200	8,204	8,208	8,212	8,376
ARTS CENTRE	1,943	7,908	4,920	4,505	4,560	4,565	4,630	4,697	4,791
YACHT CLUB	6,086	5,718	3,114	6,750	6,750	6,875	7,003	7,143	7,285
RENDALL PARK	17,609	12,444	14,245	16,925	19,125	17,368	15,715	16,029	16,350
SPRING PARK	35,112	14,374	7,053	19,100	19,350	19,721	20,105	20,508	20,918
BEACH PLAYGROUND	2,670	4,048	383	3,888	3,923	4,001	4,081	4,163	4,246
OTHER GREEN SPACES	79,532	84,513	55,860	78,500	81,200	81,084	82,606	84,258	85,943
QWOLTZ PARK	1,653	158	-	2,000	2,000	2,000	2,040	2,081	2,122
NON-CAPITAL ITEMS EXPENSED			4,619	7,000					
AMORTIZATION - PARKS	9,101	11,950	14,318	10,000	10,000	10,000	10,200	10,404	10,612
AMORTIZATION - OTHER INFRASTRUCTURE	85,266	104,626	131,233	87,000	87,000	87,000	88,740	90,515	92,325
Total Parks, Recreation, & Cultural Services	483,909	516,963	488,827	511,845	515,558	518,122	525,085	534,927	545,626
TRANSFERS TO RESERVES AND ALLOWANCES									
CONTRIBUTION TO ALLOWANCES	95,461	248,763	360,053	329,600	410,900	416,000	416,102	416,206	424,530
CONTRIBUTIONS TO STATUTORY RESERVES	403,780	358,684	237,945	212,000	230,000	197,000	203,000	205,560	209,671
Total Transfers to Reserves	499,241	607,447	597,999	541,600	640,900	613,000	619,102	621,766	634,201
TRANSFER TO CAPITAL FUND									
Total Transfers	90,155	79,905	105,311	68,800	158,800	68,800	68,800	68,800	68,800
TOTAL EXPENDITURES	3,821,170	4,120,008	3,710,210	4,364,901	4,768,902	4,346,358	4,308,565	4,367,814	4,453,755
SURPLUS (DEFICIT)	237,783	310,046	745,649	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018	2019	2020	2020	2021	2022	2023	2024	2025
	ACTUAL	ACTUAL	UNAUDITED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
CAPITAL FUND - REVENUE									
GRANTS - PROVINCIAL/FEDERAL/OTHER	180,356	239,047	20,000	20,000	3,487,000	1,000,000	-	-	-
DEBT RESERVE INCOME	139	153	138	-	-	-	-	-	-
GAIN ON DISPOSAL OF ASSETS	-	36,668	-	-	-	-	-	-	-
TRANSFER FROM RESERVES	274,006	264,448	182,338	309,000	396,458	479,000	109,000	109,000	111,180
TRANSFER FROM SURPLUS	481,153	675	15,000	15,000	-	200,000	-	-	-
TRANSFER FROM GENERAL FUND	90,155	79,905	105,311	68,800	158,800	68,800	68,800	68,800	70,176
DEFERRED REVENUES RECOGNISED	57,925	22,075	-	-	-	-	-	-	-
DEBT	-	-	-	-	-	110,000	-	-	-
OTHER - CAPITAL REVENUE	2,215	3,381	4,587	-	-	-	-	-	-
RMI FUNDING	55,993	411,198	319,906	867,500	443,500	755,000	-	-	-
DCC REVENUE RECOGNISED	-	51,856	93,631	105,000	-	-	-	-	-
CONTRIBUTED ASSETS	469,300	-	-	-	-	-	-	-	-
TOTAL REVENUES	1,611,242	1,109,405	740,910	1,385,300	4,485,758	2,612,800	177,800	177,800	181,356
DEBT									
DEBT FINANCING	18,557	16,595	14,220	15,700	15,700	15,700	15,700	15,700	16,014
DEBT REPAYMENTS	73,952	118,771	57,741	53,100	53,100	53,100	53,100	53,100	54,162
	92,509	135,366	71,961	68,800	68,800	68,800	68,800	68,800	70,176
CAPITAL EXPENDITURES									
MUNICIPAL BUILDINGS	-	-	45,185	55,000	834,958	-	-	-	-
OFFICE EQUIPMENT	4,302	34,329	37,388	-	26,500	29,000	9,000	9,000	9,180
FIRE DEPT VEHICLES	82,619	-	-	-	100,000	550,000	-	-	-
FIRE DEPT EQUIPMENT	-	-	99,086	103,000	76,000	-	-	-	-
PW VEHICLES	-	-	-	-	40,000	95,000	-	-	-
PW EQUIPMENT	92,933	-	-	-	-	15,000	-	-	-
BUS SHELTER	21,966	-	-	-	14,000	-	-	-	-
FLOOD PUMP BUILDING/QWOLTZ PARK	57,925	73,931	-	15,000	15,000	-	-	-	-
STORMWATER UPGRADES	356,972	178,866	121,312	185,000	1,100,000	1,100,000	100,000	100,000	102,000
STREET LIGHTING	-	239,047	-	-	-	-	-	-	-
SIDEWALKS REPLACEMENT	22,500	-	-	-	-	-	-	-	-
BEACH REDEVELOPMENT	-	-	-	-	1,162,000	755,000	-	-	-
TRAILS DEVELOPMENT	-	-	-	-	350,000	-	-	-	-
ROADS REPLACEMENT	823,323	-	-	-	425,000	-	-	-	-
RMI PROJECTS	55,993	411,198	319,906	867,500	243,500	-	-	-	-
BEACH WASHROOMS UPGRADE	-	-	-	10,000	-	-	-	-	-
DOCK REPLACEMENT	-	-	-	5,000	20,000	-	-	-	-
FEDERAL WHARF REPLACEMENT	-	-	16,212	20,000	-	-	-	-	-
RECREATION/PLAYGROUND EQUIPMENT	-	-	35,177	56,000	30,000	-	-	-	-
TOTAL EXPENDITURES	1,518,733	937,371	674,265	1,316,500	4,416,958	2,544,000	109,000	109,000	111,180
TFR to RESERVES	1,611,242	1,072,737	746,227	1,385,300	4,485,758	2,612,800	177,800	177,800	181,356
CAPITAL SURPLUS (DEFICIT) / Carry forward	0	36,668	(5,316)	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 UNAUDITED	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET
WASTE WATER REVENUES									
OPERATING REVENUES	560,965	626,715	670,826	653,620	644,500	678,352	690,029	703,470	717,539
FRONTAGE TAXES	215,797	221,719	224,876	224,000	224,000	228,480	233,050	237,711	242,465
DCC REVENUE									
INTEREST	22,287	31,534	21,733						
GRANT			6,550		15,000				
GAIN (LOSS) ON DISPOSAL OF ASSETS		(11,639)							
TRANSFER FROM EQUITY IN TCA - SEWER	145,345	157,095	185,404	150,000	160,000	160,000	160,000	160,000	163,200
TOTAL REVENUES	944,394	1,025,424	1,109,389	1,027,620	1,043,500	1,066,832	1,083,079	1,101,180	1,123,204
EXPENDITURES									
SEWER ADMINISTRATION	99,508	99,946	98,474	106,595	113,554	112,361	114,968	117,267	119,613
TRAINING	300	2,399	198	6,500	5,258	6,580	6,712	6,846	6,983
WASTEWATER COLLECTION	17,034	42,611	6,279	25,900	19,294	21,240	21,665	22,099	22,540
WASTEWATER TREATMENT PLANT	334,978	343,320	395,416	401,500	417,912	422,556	429,767	438,002	446,762
LIFT STATIONS	106,574	89,397	90,143	113,125	103,482	115,615	116,917	119,256	121,641
SEWER PLANNING									
AMORTIZATION - SEWER	145,345	157,095	185,404	150,000	160,000	160,000	160,000	160,000	163,200
Total Operating Costs	703,739	734,766	775,914	803,620	819,500	838,352	850,029	863,470	880,739
TRANSFERS TO RESERVES AND ALLOWANCES	22,287	31,534	-	-	-	-	-	-	-
TRANSFER TO CAPITAL FUND	213,000	213,000	246,608	224,000	224,000	228,480	233,050	237,711	242,465
Total Transfers	235,287	244,534	246,608	224,000	224,000	228,480	233,050	237,711	242,465
TOTAL EXPENDITURES	939,026	979,300	1,022,522	1,027,620	1,043,500	1,066,832	1,083,079	1,101,180	1,123,204
Sewer Operating Fund SURPLUS (DEFICIT)	5,368	46,124	86,867	-	-	-	-	-	-
CAPITAL FUND REVENUES									
DCC REVENUE RECOGNISED	86,115	553,943	130,513	143,400	1,050,000				
TRANSFER FROM SEWER OPERATIONS	213,000	213,000	224,876	224,000	224,000	228,480	233,050	237,711	237,711
TRANSFER FROM RESERVES		385,987	256,525	276,600					
CONTRIBUTED ASSETS	40,500								
INFRASTRUCTURE GRANTS					1,200,000				
TOTAL REVENUES	339,615	1,152,930	611,914	644,000	2,274,000	228,480	233,050	237,711	237,711
DEBT									
DEBT REPAYMENTS									
CAPITAL EXPENDITURES	126,615	939,930	387,038	420,000	2,150,000				
WASTEWATER RESERVES	213,000	213,000	224,876	224,000	224,000	228,480	233,050	237,711	237,711
TOTAL EXPENDITURES	339,615	1,152,930	611,914	644,000	2,374,000	228,480	233,050	237,711	237,711
Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2020 - 2024- FIVE YEAR FINANCIAL PLAN DETAILS

	2018	2019	2020	2020	2021	2022	2023	2024	2025
	ACTUAL	ACTUAL	UNAUDITED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
WATER FUND									
REVENUES									
OPERATING REVENUES	475,951	352,113	367,864	339,000	349,513	369,920	376,598	384,130	391,813
FRONTAGE TAXES	224,611	243,718	247,731	252,300	252,300	252,300	257,346	262,493	267,743
INTEREST	1,919	5,296	6,504						
GAIN (LOSS) ON DISPOSAL OF ASSETS	(440,616)								
TRANSFER FROM EQUITY IN TCA	148,027	172,881	173,191	160,000	160,000	160,000	163,200	166,464	169,793
TOTAL REVENUES	409,892	774,009	795,291	751,300	761,813	782,220	797,144	813,087	829,349
EXPENSES									
WATER ADMINISTRATION	94,053	97,495	98,630	122,610	128,208	127,542	130,053	132,654	135,307
TRAINING	300	623	1,798	4,550	3,258	4,670	4,763	4,859	4,956
WATER SUPPLY & DISTRIBUTION	73,705	84,741	58,305	71,960	71,272	74,310	75,796	77,312	78,858
WATER RESERVOIR	3,570	4,566	10,378	10,925	13,925	5,957	6,076	6,198	6,322
WATER TREATMENT PLANT	89,531	89,282	87,871	110,765	114,700	114,904	116,822	119,158	121,542
HYDRANTS	3,910	9,877	4,700	18,190	18,150	18,310	18,376	18,744	19,119
AMORTIZATION - WATER	148,027	172,881	173,191	160,000	160,000	160,000	163,200	166,464	169,793
Total Operating Costs	413,095	459,465	434,873	499,000	509,513	505,693	515,087	525,388	535,896
TRANSFERS TO RESERVES AND ALLOWANCES	1,919	5,296	6,504						
TRANSFER TO CAPITAL FUND	367,985	242,118	248,660	252,300	252,300	276,527	282,058	287,699	293,453
Total Transfers	369,904	247,415	255,164	252,300	252,300	276,527	282,058	287,699	293,453
TOTAL EXPENDITURES	782,999	706,879	690,038	751,300	761,813	782,220	797,144	813,087	829,350
Water Operating fund SURPLUS (DEFICIT)	(373,107)	67,129	105,253	-	-	-	-	-	-
CAPITAL FUND									
REVENUES									
DCC REVENUE RECOGNISED	43,944	-			125,000				
INFRASTRUCTURE GRANTS	1,988,728	-							
CONTRIBUTED ASSETS				174,000					
TRANSFER FROM WATER OPERATING	367,985	242,118	248,660	252,300	252,300	276,527	282,058	287,699	293,453
TRANSFER FROM SURPLUS	231,386	-							
TOTAL REVENUES	2,632,043	242,118	248,660	426,300	377,300	276,527	282,058	287,699	293,453
EXPENDITURES									
DEBT FINANCING	6,899	5,304	1,360	5,000	-	-	-	-	-
DEBT REPAYMENTS	110,000	110,000	110,000	110,000	-	-	-	-	-
	116,899	115,304	111,360	115,000	-	-	-	-	-
TRANSFERS TO RESERVE AND ALLOWANCES	119,086	120,628	137,300	137,300	102,300	276,527	282,058	287,699	293,453
CAPITAL EXPENDITURES	2,396,058	6,187	-	174,000	175,000	-	-	-	-
TOTAL EXPENDITURES	2,632,043	242,118	248,660	426,300	377,300	276,527	282,058	287,699	293,453
Water Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-

RESERVES, SURPLUS, DCC'S END OF 2020

Account	Description	Ending Balance
		2020
OPERATING RESERVES		
1-2-1-20-250-1625	ASSESSMENT RESERVE	\$ 137,274.22
1-2-1-20-254-1625	INSURANCE RESERVE	\$ 10,391.82
1-2-1-20-261-1625	CONTINGENCY RESERVE	\$ 11,959.69
1-2-1-20-355-1625	FIRE DEPT- OPERATING RESERVE	\$ 27,679.75
1-2-1-20-258-1625	SICK LEAVE RESERVE	\$ 53,191.89
		\$ 240,497.37
CAPITAL RESERVES		
Land		
1-2-1-20-257-1615	PROPERTY RESERVE	\$ 49,521.76
9-2-1-12-255-1675	LAND UNEXPENDED FUNDS RESERVE	\$ 51,202.24
		\$ 100,724.00
Building and Structures		
1-2-1-20-251-1605	BUILDING RESERVE	\$ 65,404.78
1-2-1-20-776-1600	BOAT LAUNCH RESERVE	\$ 64,315.46
1-2-1-20-795-1600	DOCK REPLACEMENT RESERVE	\$ 53,562.01
		\$ 183,282.25
Parks and Recreation		
1-2-1-20-770-1615	BEACH RESERVE	\$ 4,246.93
9-2-1-79-853-1685	PORT DIVESTITURE INCOME RESERVE	\$ 5,485.20
9-2-1-12-259-1675	PARKLAND ACQUISITION & IMPROVEMENT RESERVE	\$ 386,168.96
		\$ 386,168.96
Storm		
1-2-1-20-625-1600	FLOOD BOX/DRAINAGE RESERVE	\$ 16,227.43
		\$ 16,227.43
Transportation		
1-2-1-20-450-1625	ROAD/SIDEWALK RESERVE	\$ 14,070.69
1-2-1-20-450-1655	PARKING/TRAFFIC MGMT RESERVE	\$ 56,264.02
		\$ 70,334.71
Vehicles and Equipment		
1-2-1-20-256-1610	OFFICE EQUIPMENT RESERVE	\$ 47,014.12
9-2-1-12-355-1680	FIRE DEPARTMENT CAPITAL RESERVE	\$ 540,365.09
9-2-1-12-401-1670	PUBLIC WORKS CAPITAL RESERVE	\$ 53,784.07
		\$ 641,163.28
Water		
3-2-3-43-615-1695	WATER RESERVE	\$ 473,058.85
		\$ 473,058.85
Sewer		
2-2-3-41-515-1690	SEWER RESERVE	\$ 571,817.06
9-2-1-12-516-1660	WWTP TREATMENT REPLACEMENT RESERVE	\$ 536,564.47
9-2-1-12-517-1660	SEWER UNEXPENDED FUND RESERVE	\$ 87,164.71
		\$ 1,195,546.24
GENERAL		
1-2-1-20-260-1625	COMMUNITY WORKS FUND RESERVE	\$ 278,145.31
1-2-1-20-253-1625	GENERAL CAPITAL RESERVE	\$ 536,939.88
9-2-1-12-252-1685	COMMUNITY AMENITIES RESERVE	\$ 161,017.85
SURPLUS		Estimated Y/E
1-2-1-20-900-1900	SURPLUS	\$ 3,422,549.58
2-2-3-41-525-1900	SURPLUS (DEFICIT)	\$ 1,273,252.28
3-2-3-43-625-1900	SURPLUS (DEFICIT)	\$ 249,530.72
		\$ 4,446,271.14
DEVELOPMENT COST CHARGES		
1-2-1-21-845-1720	PARKS DCC LIABILITY	\$ 543,752.66
1-2-1-21-419-1715	DRAINAGE DCC LIABILITY	\$ 957,508.56
2-2-3-41-520-1700	SEWER DCC LIABILITY	\$ 1,744,161.35
3-2-3-43-620-1710	WATER DCC LIABILITY	\$ 1,501,729.46



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COMMITTEE OF THE WHOLE

TO: Mayor and Council **DATE:** January 11, 2021
FROM: Rhonda Schell **FILE:** 1220-20-32
Community Services Manager
SUBJECT: Pay Parking Services

ISSUE: Pay parking services for Harrison Hot Springs downtown core.

BACKGROUND:

Since 2016, the Village has been running a pay parking program to help offset the operation and maintenance costs associated with the public spaces and facilities along the waterfront. The usage of these facilities is predominantly from tourists from May to September each year, with an annual cost of approximately \$260,000 (costs were higher in 2020 due to COVID).

The revenue from pay parking over the last three years shows a year over year increase. This is due to a rate increase in 2019, implementing a short-term zone west of Hot Springs Road, and an unprecedented number of day visitors in 2020 (which cannot be used to predict future revenue). During these last three years, there has been a steady decline in enforcement revenue as visitors now anticipate pay parking in tourist destinations. Further reduction in enforcement revenue is anticipated.

It is worth noting that pay parking did not negatively affect businesses nor deter visitors during the 2020 COVID-19 pandemic.

DISCUSSION:

A request for proposals (RFP) to provide pay parking services was issued on December 8th, 2020. One proponent, namely Precise ParkLink, responded to the RFP. Precise ParkLink has provided pay parking services to the Village since 2016. Their proposal included the suggestion to replace the Village's aging DG4 pay-and-display parking meters with more modern Strada pay-by-license-plate units. The upgraded technology includes a user friendly, backlit, coloured screen kit that features contactless EMV-certified credit and debit card payment options (as well as coins). While this upgrade will cost approximately \$10,000 more per year, the benefits include real time alarms that will minimize downtime and lost revenue, ease of use for patrons resulting in an improved visitor experience and higher compliance. Staff is highly in favour of the upgraded technology as there have been many reports from patrons that the current equipment is not user friendly.

Precise ParkLink continues to work with the Flowbird parking app but has recently also launched an innovative platform (ParkedIn) available as both a mobile application and a pay-per-use portal that allows users to pay for parking, receive alerts that their time is expiring, and extend their time (up to the maximum time set by the municipality per zone).

In the proposal, Precise ParkLink suggests that beginning the pay parking season on May 15th (prior to Victoria Day) would be in line with other neighbouring resort or event destinations. As May is also when costs to maintain the beachfront amenities significantly rises to accommodate visitors, staff is recommending this change.

In 2020, a short-term parking zone with a three-hour parking limit was introduced that included Hot Springs Road and Esplanade Avenue west including St. Alice Street. While this was beneficial for some businesses, others requested a four-hour time limit to accommodate patrons of services or activities that last longer than three hours and are located in this zone. This request was supported by Tourism Harrison. Staff is recommending that the time limit be increased to four hours and the escalating rate be changed to include \$5 for the fourth hour to a maximum of four hours (total \$14 for four hours).

FINANCIAL IMPLICATIONS:

Actual Revenue			
Year	Revenue	Expenses	Net Revenue
2020	279,226.52	37,417.89	241,808.63
2019	238,425.07	34,994.02	203,431.05
2018	185,378.17	36,556.48	148,821.69
Average	234,343.25	36,322.80	198,020.46
Projected Revenue (Pay-by-license-plate, based on 3 year average)			
Season	Revenue	Expenses	Net Revenue
Option 1: June 15 - Sept 15	234,343.25	49,644.00	184,699.25
Option 2: May 15 - Sept 15	302,457.25	68,756.00	233,701.25

RECOMMENDATIONS:

1. THAT the pay parking season begin on May 15th until September 15th annually.
2. THAT an escalating rate of \$2 for the first hour, \$3 for the second hour, \$4 for the third hour and \$5 for the fourth hour to a maximum of four hours be set for Hot Springs Road and Esplanade Avenue west including St. Alice Street.
3. THAT the successful proponent, Precise ParkLink be awarded the contract to provide pay parking services as submitted in their proposal dated January 6, 2021 for a term of three (3) years, with an option to extend for an additional two (2) years.

Respectfully submitted:

Rhonda Schell

Rhonda Schell
Community Services Manager

REVIEWED BY:

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

REVIEWED BY:

Tracey Jones

Tracey Jones
Financial Officer